Zoning Administrator Report

6/9/2022

-Issued a Land Use Permit for a new build located at 108 E. Sixth Street. Sewer, Water and driveway permits were also issued for Kevin and Georgia Abbey.

-Received a complaint regarding a land division for 800 N. Mill Street. The Village Council approved the land division and combination for Georgia and Dorothy Irvine on February 4, 2021. The decision by the Council allowed the Irvines to split off a piece of their land for the Olean's dispensary (1.128 acres) and combine the remaining land owned by the Irvines into one parcel (13.29 acres). The Leelanau Township assessor processed the split for the creation of the 1.128 acres, but failed to combine the remaining land for the Irvines. After much back and forth with the assessor, she finally agreed and will process the land combination at the July Board of review.

After discovering this discrepancy, I went back and reviewed the Tom's Food Market Land split and combination Council approval and discovered it too has not been processed properly. The split was processed, but not the combination which has left a piece of property now in violation of our zoning ordinance. It appears that the approved Legal descriptions provided for approval by Parker Harvey Law Firm has been altered.

- Issued a sign permit for 201 Waukazoo Street after review and placement approval from the Village Street Administrator.

- Reviewed a site plan and Issued a Land Use Permit for a new deck build located at 110 W. Seventh Street.

-Issued a Land Use Permit for the construction/remodel of an apartment located at 117 E. Nagonaba Street.

-Issued a Land Use Permit to Northport Public School for the construction of a Pole Building, New School Sign and fencing.

-Issued an “Order to Comply” letter to a remodel project located at 10578 North Shore Drive. This property was issued a Land Use Permit back in March of 2022. The Contractor at the time stated that they would be utilizing the existing water and sewer connections. After the contractor broke ground on the new addition the Village DPW and I discovered that the contractor had made a separate tap to the village’s water and municipal sewer. The Contractor promptly responded with payment for the water permit ($1,250). However, the village is still working through the dispute regarding the connection to the municipal sewer.

-Part 1 of the webinar on ADUs was great and helpful for discussions with the Planning Commission as we move through revisions to the Village Zoning Ordinance.

- I have checked with the MSU online classes for Zoning Administrators and it appears that these classes are typically offered in the months of January-February. I will keep checking with their online programs to see if there are any educational classes I should attend.

Joni Scott, Zoning Administrator